

IPM 2026 Municipal Executive Working Group

Terms of Reference

Background & Context

Bruce County and the Municipality of Brockton are hosting the 2026 International Plowing Match and Rural Expo (IPM), a major agricultural event being held at Lang Farms in Brockton. The event is expected to draw thousands of visitors, showcase the rural economy, and bring significant attention and opportunity to the region.

The IPM 2026 Municipal Executive Working Group has been set up as a central point of contact and decision-making for all IPM-related requests for Bruce County or the Municipality of Brockton. This includes items such as infrastructure support, permits, service requests, communications, and emergency planning.

The working group is where all financial requests, including fee waivers, in-kind services, and any other support—are reviewed first before flowing to the respective Council, cross-functional team or staff contact.

Purpose of the Working Group

The Municipal Executive Working Group exists to:

- Consider all municipal-related IPM requests and decisions.
- Provide a central municipal contact point for the IPM Local Organizing Committee.
- Make sure the County and Brockton are aligned and respond consistently to IPM requests.
- Support the coordination of the Community Showcase.
- Track requests, approvals, and commitments to avoid duplication or missed steps.
- Provide direction and coordination around key municipal functions (e.g., emergency planning, infrastructure, communications).

This working group does not manage the full IPM event but plays a key role in managing and coordinating requests relating to municipal services, resources, or responsibilities associated with the event.

Working Group Membership

The Working Group includes elected officials and senior staff from both municipalities:

- One (1) Brockton Councillor
- One (1) Bruce County Councillor
- CAO of Bruce County (or designate)

- CAO of the Municipality of Brockton (or designate)
- Economic Development Manager, Bruce County (or designate)
- Community Development Coordinator, Brockton (or designate)

The Mayor of Brockton and Warden of Bruce County may attend meetings as ex-officio members.

Roles & Responsibilities

Working Group members are responsible for:

- Acting as a liaison between the IPM organizing team and relevant municipal contacts and approval processes.
- Review, action or refer all requests for municipal support as applicable
- Meeting regularly with key IPM Stakeholders – including the local organization committee and Ontario Plowmen’s Association.
- Making recommendations related to financial requests, including waiving fees, staff time, and in-kind contributions.
- Coordinating communications between the municipalities, the IPM Local Organizing Committee, and the Ontario Plowmen’s Association.
- Provide updates to other municipalities and relevant partners related to the IPM planning process, and the Community Showcase.
- Track requests, approvals, and commitments to avoid duplication or missed steps.

How the Working Group Works

- Support: The Community Development Coordinator (Brockton) and Economic Development Manager (Bruce County) will support scheduling, notes, and follow-ups. Administrative support to prepare topics for agendas and meeting notes will be a shared function between Brockton and Bruce County.
- Meeting Frequency: The Working Group will meet bi-monthly (monthly beginning in 2026), or more often if needed, with the IPM Local Organizing Committee, especially as the event approaches.
- Decision-Making: The Working Group generally works by consensus and will refer any matters to the relevant council as required.
- Process:
 1. IPM organizers bring requests to the Working Group (preferably in writing, one week prior to the meeting).
 2. The Working Group reviews the request and provides direction or approval.

3. If supported, the Municipal staff provide direction to Directors responsible and the IPM organizers follow up with the relevant municipal staff to work through the details.